



**HEADQUARTERS**  
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**CTWG STAFF CALL  
MINUTES  
15 March 2006**

Attendance:

WING COMMANDER  
SR ADVISOR TO THE COMMANDER  
STATE DIRECTOR  
CTWG SAFETY OFFICER  
IG  
LEGAL OFFICER  
AIRCRAFT MAINTENANCE OFFICER  
DIR CADET PROGRAMS, DIR DDR/DIR PROF DEV  
ADMINISTRATIVE/PERSONNEL  
DIRECTOR OF COMMUNICATIONS  
ASSISTANT DIRECTOR OF COMMUNICATIONS  
LICENSING OFFICER  
GROUND OPERATIONS OFFICER  
FLYING SAFETY OFFICER  
DIRECTOR OF OPS/ES OFFICER  
ASST. DIR. OF OEPRATIONS  
EMERGENCY SERVICES OFFICER ASSISTANT  
WING TRAINING OFFICER  
WING TRAINING OFFICER ASSISTANT  
ASST WING TRAINING OFFICER  
STAN/EVAL OFFICER  
DIRECTOR OF AEROSPACE EDUCATION  
INTERNAL AEROSPACE OFFICER  
SUPPLY/TRANSPORTATION/REAL EST. OFFICER  
FINANCE OFFICER  
INFORMATION MANAGEMENT ASSISTANT  
ASST ADMIN. OFFICER  
COUNTER NARCOTICS OFFICER

COL. JENSEN  
COL PALMER  
LTC ISABELLE  
LTC STIDSEN  
LTC McDONOUGH (NP)  
CAPT A. DI VINCENTIS  
SM T. DURMAN (NP)  
MAJ MARTEKA  
LT BAILEY  
MAJ VALLEAU  
CAPT C. KELLING  
1LT CARTIER (NP)  
LT SLEDGE (NP)  
CAPT LE BOEUF (NP)  
COL. STURGES  
COL. HERBERT (NP)  
LT CERITELLO  
MAJ SHAPIRO (EX)  
CAPT ROMANO (NP)  
CAPT HOLLIS  
CAPT DILL  
LT EGAN  
LT ABBATE (NP)  
LTC BRIGNOLA (NP)  
LTC ROWEN (NP)  
CAPT SCHINITIS  
LT JULIE BAILEY  
CAPT J. KELLING

(REP) Representative, (NP) Not Present, (EX) Excused

COLONEL Jensen called meeting to order at 1936L.

## **COLONEL JENSEN**

- Uniform changes – CAP specific blue uniform. Development committee is looking at a new uniform. It will look like the Air Force uniform.
- We have some new staff members. I would like to introduce SM Al Di Vincentis who will be our Legal Officer. SM Egan is joining us as our new Aerospace Education Officer. It's been many years since we have had a Legal Officer.
- Will be revamping the MOU with Dept of ES and Homeland Security.
- Major Oestreicher has a new assignment as our Professional Development Officer.
- We are still looking for a Finance Officer. Lt Col Rowen is checking into the possibility of starting a new squadron in the Waterbury area.
- We have a Strat Ops coming up in May or June. It will be at the old Griffiss Air Force Base in Rome, NY.
- I will be away for the last half of April--from April 15-28. Lt Col Huchko and Major Valleau will be acting commanders.
- Glass cockpit is coming in July.
- Will have to do a Safety Down Day.
- We have a brand new web site. It's looking better than a few weeks ago.
- Status of CTWG Web Site – Some of it is up. Has been revamped and is coming along. Basically, we had to do a complete redo on it. GLR set up a new site for us. Captain Romano is working on it. There are a lot of things that need to be flushed out and new things to put in. (Stidsen-all the emails were kicked back a few days ago. ) (Valleau—there are a lot of things to do to get it running. Lt Col Huchko and I checked names to see if had correct email addresses. It should be working soon, if not now.)(C. Kelling—The CTWG Conf email is not working.)(Bailey-Lt Col Huchko is working on getting the correct email addresses to Capt Romano.)

## **COLONEL PALMER**

- Nothing in tonight.

## **CAPT DILL**

- 73X – had an oil change and found a crack in oil cooler. Will be fixed in Danbury. Will also do annual there.
- CP may be available tomorrow.
- GPS-would take one day to fix –
- 998 in Groton – when CP gets out will swap. Being near ocean, shows signs of corrosion. No corrosion control on the fire wall.

## **LT CERITELLO**

- I'm getting used to doing the missions. Once I get used to it, it will become easier to do.

### **CAPT J KELLING**

- CD-(Jensen—We have \$2000 to do our CD stuff.
- March/April have to do CD tests. We are emailing people who need to take the test. (CD at National is now Janie Jenkins.)
- I would like to be the single point of contact for the CD program.

### **CAPT HOLLIS**

- Sanderson is now qualified to be a check pilot. Once he goes through the mission training he will be checked out as a mission pilot.

### **COLONEL STURGES**

- We have problem reading some of the mission paperwork.
- Aircraft usage—I'm trying to get the maximum usage for the aircraft. If a plane is not being used by the squadron, it will be moved.
- A lot of training going on. A lot of stuff coming up with the Red Cross, OEM, Strat Ops.
- We have training mission numbers. We are getting ready for the GTE in May.
- Security is getting tighter at our airports—Danbury and Brainard right now. Will get out access to pilots to get to our airplanes. Will publish it.

### **MAJ MARTEKA**

- Encampment—There are interviews tonight for cadet staff for the encampment. It is on target. They have their cadet commander and deputy and are working on other staff. Numbers are coming in. (Bailey—It looks like we have four applications that I have gotten to log in to the book.)
- Color Guard Competition—we have four squadrons competing. Will be April 1. Still working on the judges.
- Wing Conference—got confirmation that the AF recruiter will do a presentation to the cadets. He is a former drill instructor and will share some of his experiences with the cadets.
- Speech competition will be in the afternoon.
- Will have the drill off also
- Will possibly have a short cadet commanders call.
- Cadet National Activities—have received a list of the cadets selected. Will let the cadets know starting Tuesday. We had 29 cadets apply for the activities.
- Would like you to speak to the CAC for a few minutes.
- Have a few applications for Hawk Mountain and Encampment that need to be signed.

### **CAPT DI VINCENTIS**

- Nothing to report

### **LT EGAN**

- AE-Under control.

**LT BAILEY**

- Administration-Doing fine. Keep up good work on putting your paperwork in envelopes—paperwork doesn't get lost. If you need anything just ask and I will help you or get the answer for you.

**LTC STIDSEN**

- CAP Ethics – General Pineda issued a policy last year. There are five steps to this policy. Please read.
- Each of us as staff members have been exposed to any one of these five during the past year. We need to be aware of our ethics. The whole idea of the Safety program is the responsible stewardship of CAP assets. Even our cadets are an asset.
- This is important to do the right thing now because General Pineda mentions that it is a continued requirement of CAP membership.
- (Jensen-Colonel Diduch has asked all commanders to have a safety down day directed to all pilots. They have prepared a DVD for us. I expect to see it in a week or so. I will pass along to Colonel Stidsen to bring all the pilots together and show them this. This will be toward the end of May. )

**MAJ VALLEAU**

- Waiting for equipment to show up from our grant. Should be starting to show up in April.
- There was a major shake-up at National. Twenty-six people were let go. The project is still moving forward from the grant. We have a couple sites we need to pay attention to. Mohawk is in good shape.

**LTC ISABELLE**

- Paperwork needs to be submitted to me at least 45 days before activity because it needs to go to a lot of people.
- Encampment-get those applications in soon.
- Anyone sending emails to my home account—stop doing that. It is not active now.
- Major Flynn is in constant contact with the folks for our encampment.

**CAPT C KELLING**

- Will be holding a BCUT at the Wing Conference.
- I will be doing an advance class at some point.
- The course for the mission operator is ready to go. Just waiting for approval to do. We need people to be mission qualified.
- We had an audit in February. We had four days notice. We were in good shape to start with. We just needed to straighten up the office. The Air Force people were happy with communications. Communications and Logistics did well and worked well together.

- We are going forward with the narrow-band transition. 1 June 2007 and should be done by 31 August 2007. Will meet with communications ad hoc committee to make sure everything is okay.
- Main thing is that all of NER is working together as a whole.
- We were mandated that it all has to be done locally before 2008.
- CTWG Conference – getting a lot of early registrations. Have a region presenter, a National presenter. (Jensen—I will send out a memo and would like to see as big a turnout as we can.)
- National Historian will be there. Colonel Greenhut will be the keynote speaker for the conference.
- Will not have the National Commander here.

Meeting adjourned at 2030 local. Dismissed.

Respectfully submitted,

//signed//

Cassandra Huchko, LTC, CAP  
CTWG CS/DP